

The City Council of the City of Mattoon held a regular meeting in the City Hall Council Chambers on May 17, 2016.

Mayor Gover presided and called the meeting to order at 6:30 p.m.

Mayor Gover led the Pledge of Allegiance.

The following members of the Council answered roll call physically present: YEA Commissioner Dave Cox, YEA Commissioner Sandra Graven, YEA Commissioner Rick Hall, YEA Commissioner Preston Owen, and YEA Mayor Tim Gover.

Also physically present were City personnel: City Administrator Kyle Gill, City Attorney Janett Winter-Black, Finance Director/Treasurer Beth Wright, Public Works Director Dean Barber, Police Chief Jeff Branson, and City Clerk Susan O'Brien.

CONSENT AGENDA

Mayor Gover seconded by Commissioner Hall moved to approve the consent agenda consisting of minutes of the Regular meeting May 3, 2016 and bills and payroll for the first half of May, 2016.

Bills and Payroll for the first half of May, 2016

<u>General Fund</u>			
Payroll		\$	274,926.43
Bills		\$	<u>227,294.26</u>
	Total	\$	502,220.69
<u>Hotel Tax Administration</u>			
Payroll		\$	2,706.11
Bills		\$	<u>33,990.74</u>
	Total	\$	36,696.85
<u>Mobile Equipment Fund</u>			
Bills		\$	<u>27,189.00</u>
	Total	\$	27,189.00
<u>Festival Mgt Fund</u>			
Bills		\$	<u>82.74</u>
	Total	\$	82.74
<u>Insurance & Tort Judgment</u>			
Bills		\$	<u>80,429.18</u>
	Total	\$	80,429.18
<u>Capital Project Fund</u>			
Bills		\$	<u>9,341.88</u>
	Total	\$	9,341.88

	<u>Midtown TIF Fund</u>		
Bills		\$	88,891.48
		Total	\$ 88,891.48
	<u>Broadway East Bus Dist</u>		
Bills		\$	3,125.74
		Total	\$ 3,125.74
	<u>Water Fund</u>		
Payroll		\$	32,680.08
Bills		\$	17,222.04
		Total	\$ 49,902.12
	<u>Sewer Fund</u>		
Payroll		\$	34,838.99
Bills		\$	350,655.39
		Total	\$ 385,494.38
	<u>Heath Insurance Fund</u>		
Bills		\$	125,949.50
		Total	\$ 125,949.50
	<u>Motor Fuel Tax Fund</u>		
Bills		\$	20,365.23
		Total	\$ 20,365.23

Mayor Gover opened the floor for questions/comments with no response.

Mayor Gover declared the motion to approve the consent agenda approved by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

PRESENTATIONS, PETITIONS AND COMMUNICATIONS

Mayor Gover opened the floor for Public comments with no response.

NEW BUSINESS

Mayor Gover seconded by Commissioner Owen moved to adopt Special Ordinance No. 2016-1625, declaring personal property owned by the municipality surplus and authorizing the sale or disposal of the property.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2016-1625

A SPECIAL ORDINANCE DECLARING PERSONAL PROPERTY OWNED BY THE MUNICIPALITY SURPLUS AND AUTHORIZING THE SALE OR DISPOSAL OF THE PROPERTY

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, as follows:

Section 1. Supplies and equipment identified on Exhibit A to this ordinance are no longer necessary or useful to, or for the best interest of, the City of Mattoon, and are hereby declared surplus to the needs of the City of Mattoon.

Section 2. The City of Mattoon, Illinois does not express any warranty or imply any statement of condition of this surplus property. The Department Heads are hereby authorized to administratively sell by the most advantageous means and to negotiate the conditions for the sale, recycle, or other disposition of the property without further formal consideration or approval by the City Council. The City of Mattoon shall reserve the right to accept or reject any and/or all offers for this property.

Section 3. The Mayor and City Clerk are authorized and directed to execute any documents necessary to complete the sale or disposal of the property.

Section 4. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 5. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Mayor Gover, seconded by Commissioner Owen, adopted this 17th day of May, 2016, by a roll call vote, as follows:

AYES (Names): Commissioner Cox, Commissioner Graven,
 Commissioner Hall, Commissioner Owen,
 Mayor Gover

NAYS (Names): None

ABSENT (Names): None

Approved this 17th day of May, 2016.

/s/ Tim Gover
Tim Gover, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

/s/ Susan J. O'Brien
Susan J. O'Brien, City Clerk

APPROVED AS TO FORM:

/s/ Janett S. Winter-Black
Janett S. Winter-Black, City Attorney

Recorded in the Municipality's Records on May 17, 2016.

Mayor Gover opened the floor for discussion/comments. Mayor Gover described the surplus items.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Commissioner Hall seconded by Commissioner Cox moved to approve Council Decision Request 2016-1684, approving the promotion of Engineer James Donnell to Captain, effective May 14, 2016.

Mayor Gover opened the floor for comments/questions. Chief Nichols described Engineer Donnell as an outstanding Captain for the City.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Mayor Gover seconded by Commissioner Cox moved to approve Council Decision Request 2016-1685, authorizing the employment of Clinton R. Lawrence as a probationary police officer with the Mattoon Police Department, effective September 25, 2016.

Mayor Gover opened the floor for questions/comments/discussion. Council with input from Administrator Gill and Chief Branson discussed funding of the officer, potential layoffs, and safety of the Public.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, NAY Commissioner Owen, YEA Mayor Gover.

Commissioner Hall seconded by Commissioner Cox moved to approve Council Decision Request 2016-1686, approving a \$2,500 grant by the Tourism Advisory Committee from hotel/motel tax funds to the Coles County Modified Midget Racing Association for the 60th Anniversary Celebration held July 1 & 2, 2016; and authorizing the Mayor to sign the agreement.

Mayor Gover opened the floor for questions/comments/discussion with no response.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Commissioner Hall seconded by Commissioner Owen moved to approve Council Decision Request 2016-1687: Approving a \$1,163 grant by the Tourism Advisory Committee from hotel/motel tax funds to the Lake Mattoon Sailing Association for the Lake Mattoon Riviera Regatta to be held June 10 - 12, 2016; and authorizing the Mayor to sign the agreement.

Mayor opened the floor for comments/discussion/questions with no response.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Commissioner Hall seconded by Commissioner Cox moved to approve Council Decision Request 2016-1688: Approving a \$15,000 grant by the Tourism Advisory Committee from hotel/motel tax funds to the Mattoon Cobras for four softball tournaments (11th Annual Mother's Day Tournament held May 6 - 8, 2016; 2016 USSSA Schools Out Blowout to be held June 3-5, 2016; 2016 USSSA State Tournament to be held June 17-19, 2016; and 2016 USSSA Fall Tournament to be held October 8-9, 2016); and authorizing the Mayor to sign the agreement.

Mayor Gover opened the floor for questions/comments. Council discussed the late application and the request for the application to be resubmitted, causing the delay in consideration by Council.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Commissioner Hall seconded by Commissioner Cox moved to approve Council Decision Request 2016-1689, approving a \$15,000 grant by the Tourism Advisory Committee from hotel/motel tax funds to the Mattoon Pride Softball for three softball tournaments (Spring Round Robin Season Opener held April 9 - 10, 2016; Mattoon NSA World Series Qualifier to be held June 10 -12, 2016 and Mattoon Bagelfest Tournament held July 22 – 24, 2016); and authorizing the Mayor to sign the agreement.

Mayor Gover opened the floor for questions. Council discussed another application delayed due to requested resubmission.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Commissioner Cox seconded by Commissioner Graven moved to adopt Resolution No. 2016-2964, approving a grant application and authorizing City matching funds of \$130,000 for reconstruction, enhancements, and transportation improvements to the Lincoln Prairie Grass Trail. (Cox) [bike/hike trail – ITEP Grant]

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2016-2964

A RESOLUTION APPROVING A GRANT APPLICATION AND AUTHORIZING CITY MATCHING FUNDS FOR RECONSTRUCTION, ENHANCEMENTS, AND TRANSPORTATION IMPROVEMENTS TO THE LINCOLN PRAIRIE GRASS TRAIL

WHEREAS, the Illinois Department of Transportation administers a grant program known as the Illinois Transportation Enhancement Program (ITEP); and

WHEREAS, the grant program emphasizes Alternative Transportation Projects such as bikeways, Transportation Related Beautification Projects, and Transportation Related Historical Preservation Projects; and

WHEREAS, the City of Mattoon and the City of Charleston own and maintain a bike trail in and between the two communities known as the Lincoln Prairie Grass Trail; and

WHEREAS, the City of Mattoon and the City of Charleston intend to complete a joint grant application for Reconstruction, Enhancements, and Transportation Improvements on the Lincoln Prairie Grass Trail; and

WHEREAS, the City of Mattoon owns and maintains the portion of the Lincoln Prairie Grass Trail west of Loxa Road; and

WHEREAS, the City of Charleston owns and maintains the portion of the Lincoln Prairie Grass Trail east of Loxa Road; and

WHEREAS, the improvements west of Loxa Road include: extending the existing trail from 10th Street to 16th Street in Mattoon, connecting the existing trail to the Cross-County Mall, connecting the

existing trail to Sarah Bush Lincoln Health Center, and upgrading the aggregate portion of the existing trail to an asphalt surface; and

WHEREAS, the improvements east of Loxa Road include: connecting the existing trail to Eastern Illinois University, connecting the existing trail to the Lincoln-Douglas Debate Museum, and upgrading the aggregate portion of the existing trail to an asphalt surface; and

WHEREAS, the proposed improvements are further detailed on the Concept Sketches attached as Exhibit A; and

WHEREAS, the total estimated construction cost for the project is \$1,000,000.00; and

WHEREAS, the estimated construction cost for the improvements west of Loxa Road is \$650,000.00 and the estimated cost for the improvements east of Loxa Road is \$350,000.00; and

WHEREAS, the grant, if awarded, would cover 80% of the total construction cost, which is \$800,000.00 of the awarded grant; and

WHEREAS, the required 20% match from the City of Mattoon for the improvements west of Loxa Road would be \$130,000.00; and

WHEREAS, the required 20% match from the City of Charleston for the improvements east of Loxa Road would be \$70,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, ILLINOIS, as follows:

Section 1. That the grant application to the Illinois Department of Transportation for the improvements shown on the Concept Sketches attached as Exhibit ‘A’ is approved by Council; and,

Section 2. That \$130,000.00 in matching funds be approved for the project, said funds to be paid from the City’s MFT Funds and/or the City’s Capital Projects Funds, and/or the City’s Downtown TIF Fund, the specific division of which shall be determined at a later date.

Upon motion by Commissioner Cox, seconded by Commissioner Graven, adopted this 17 day of May, 2016, by a roll call vote, as follows:

AYES (Names): Commissioner Cox, Commissioner Graven,
Commissioner Hall, Commissioner Owen,
Mayor Gover

NAYS (Names): None

ABSENT (Names): None

Approved this 17th day of May, 2016.

/s/ Tim Gover
Tim Gover, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

/s/ Susan J. O'Brien

Susan J. O'Brien, City Clerk

/s/ Janett S. Winter-Black

Janett S. Winter-Black, City Attorney

Recorded in the Municipality's Records on May 17, 2016.

Mayor Gover opened the floor for comments/questions/discussion. Council with input from Director Barber discussed \$32,000 from private donations, complaints about asphalt, and good reception from Charleston's meeting attendees.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Mayor Gover seconded by Commissioner Hall moved to approve Council Decision Request 2016-1690, ratifying the appointment of Greg Ray to the Mattoon Public Library Board for an unexpired term ending 06/30/16.

Mayor Gover opened the floor for comments/questions/discussion with no response.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, Abstain due to working relationship Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Commissioner Owen seconded by Commissioner Graven moved to approve Council Decision Request 2016-1691: Approving the refinancing of the South Route 45 TIF note with First Mid-Illinois Bank & Trust in order to reduce the interest rate and extend the annual payments through 2029; and authorize the Mayor to sign the loan agreement.

Administrator Gill described the upcoming balloon payment, extending the approximate \$500,000 over the life of the TIF, and lowering of the interest rate.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Commissioner Graven seconded by Commissioner Hall moved to adopt Resolution No. 2016-2965: Approving an engineering agreement with the Upchurch Group with a maximum cost not to exceed \$49,981.09 for construction engineering assistance for the Marshall Avenue Reconstruction Project from 6th Street to 9th Street. 14-00266-01-PV

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2016-2965

**A RESOLUTION APPROVING AN ENGINEERING AGREEMENT
FOR CONSTRUCTION ENGINEERING ASSISTANCE
FOR THE MARSHALL AVENUE RECONSTRUCTION PROJECT
FROM 6TH STREET TO 9TH STREET**

WHEREAS, the City of Mattoon is preparing to reconstruct Marshall Avenue from 6th Street to 9th Street; and

WHEREAS, the City of Mattoon is in need of assistance with on-site inspection, documentation, and material testing; and

WHEREAS, the City of Mattoon has requested a fee proposal from the Upchurch Group to provide said services at an hourly rate, as required/requested by the City; and

WHEREAS, the fee proposal attached as Exhibit 'A' includes; an hourly billing rate for the requested services of \$36.33/hour, plus profit and overhead in the amount of \$50.00/hour, and a maximum cost not-to-exceed of \$49,981.09.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Mattoon, Coles County, Illinois, that the Fee Proposal attached as Exhibit 'A' from the Upchurch Group attached as Exhibit 'A' be approved in an amount not to exceed \$49,981.09.

Upon motion by Commissioner Graven, seconded by Commissioner Hall, adopted this 17th day of May 2016, by a roll call vote, as follows:

AYES (Names): Commissioner Cox, Commissioner Graven,
 Commissioner Hall, Commissioner Owen,
 Mayor Gover
NAYS (Names): None
ABSENT (Names): None

Approved this 17th day of May, 2016.

/s/ Timothy D. Gover
Timothy D. Gover, Mayor
City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

/s/ Susan J. O'Brien
Susan J. O'Brien, City Clerk

/s/ Janett S. Winter-Black
Janett S. Winter-Black, City Attorney

Recorded in the Municipality's Records on May 17, 2016.

Mayor Gover opened the floor for questions/comments/discussion with no response.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Commissioner Graven seconded by Commissioner Hall moved to adopt Resolution No. 2016-2966, appropriating \$50,000 of Motor Fuel Tax Funds for construction engineering assistance with the reconstruction of Marshall Avenue from 6th Street to 9th Street. (14-00266-01-PV)



Resolution for Improvement by Municipality Under the Illinois

BE IT RESOLVED, by the City Council of the Council or President and Board of Trustees City of Mattoon Illinois that the following described street(s) be improved under the Illinois Highway Code:

Table with 4 columns: Name of Thoroughfare, Route, From, To. Row 1: Marshall Avenue, FAU-7676, 6th Street, 9th Street.

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of Construction Engineering Assistance (inspection, documentation, and material testing) for the reconstruction of Marshall Avenue from 6th Street to 9th Street Repairs, and driveways

and shall be constructed 30'-0" face to face wide and be designated as Section 14-00266-01-PV

2. That there is hereby appropriated the (additional Yes XXNo) sum of Fifty Thousand Dollars \$50,000.00 for the improvement of said section from the municipality's allotment of Motor Fuel Tax funds.

3. That work shall be done by Contract Specify Contract or Day Labor ; and,

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

Approved

I, Susan O'Brien Clerk in and for the City of Mattoon

Date

Department of Transportation

Regional Engineer

City, Town or
County of Coles _____, hereby certify the
foregoing to be a true, perfect and complete copy of a resolution adopted
by the City Council

Council or President and Board of Trustees
at a meeting on May 17, 2016

Date
IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this
18th day of May, 2016

(SEAL) /s/ Susan J. O'Brien
City Clerk

Mayor Gover opened the floor for comments/discussion with no response.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

DEPARTMENT REPORTS:

CITY ADMINISTRATOR/ COMMUNITY DEVELOPMENT – noted meetings with unions and developers, which would be beneficial to the City; otherwise, business as usual. Mayor Gover opened the floor for questions with no response.

CITY ATTORNEY – had nothing to offer. Mayor Gover opened the floor for questions with no response.

CITY CLERK – noted business as usual. Mayor Gover opened the floor for questions with no response.

FINANCE – reviewed the April Financial Report and described meeting with the County. Mayor Gover opened the floor for questions with no response.

PUBLIC WORKS – requested a special council meeting to consider an additional item for the bike trail grant; and reminded Council of the Cleanup Day on Saturday. Council discussed the special meeting and purpose; and determined Friday, May 20, 2016 at 8:00 a.m. as the special meeting date.

FIRE – updated Council on the US Grant shut down and relocation of residents. Mayor Gover noted this was not the first time for the US Grant to be shut down for code violations.

POLICE – noted the Safe Streets Task Force program had started again with various agencies. Mayor Gover opened the floor for questions with no response.

COMMENTS BY THE COUNCIL

Commissioners Cox, Graven, Hall, and Owen had no further comments.

Mayor Gover seconded by Commissioner Graven moved to recessed to closed session at 7:04 p.m. pursuant to the Illinois Open Meetings Act for the purpose of discussing collective negotiating matters between the City of Mattoon and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees (5ILCS/20 (2)(C)(2)).

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, YEA Commissioner Owen, YEA Mayor Gover.

Council reconvened at 7:34 p.m.

Commissioner Hall seconded by Commissioner Cox moved to adjourned at 7:34 p.m.

Mayor Gover declared the motion carried by the following vote: YEA Commissioner Cox, YEA Commissioner Graven, YEA Commissioner Hall, NAY Commissioner Owen, YEA Mayor Gover.

/s/ Susan J. O'Brien
City Clerk